

704005/27/04

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: SCADA SYSTEM SUPERVISOR

DEFINITION

Under general supervision, to manage and direct a water and electric utility computer system supervisory control and data acquisition system (SCADA), customer load management system (ADS) and related substation power-supply and support facilities; to plan, assign, supervise and participate in the operation, maintenance and repair of the system; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

Work of this class involves continuous operation of a complex computer-directed real-time control system and associated peripherals. Incumbents are expected to provide field engineering and test support on all installation and trouble-shooting problems relating to system equipment, computers, software and solid state electronics.

REPORTS TO: Electric Operations Manager

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Electric Operations Manager.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Participate in development and implementation of functional requirements, specifications, purchase and commissioning of highly complex computer based systems for monitoring and control of water and/or electric facilities.
- Direct and participate in development and implementation of all data-base modifications in computer directed control systems for station equipment additions, modifications and/or deletions for current system operation.
- Supervise, train and evaluate personnel in the operation and maintenance of the SCADA and ADS systems.
- Supervise computer maintenance staff for solid-state electronic computer and peripheral device support.
- Assist in analysis and remedy of major equipment failures, station service interruptions, and safety problems.
- Interface on a regular basis with engineering and operations divisions of the electric and water systems to assist in the development and implementation of goals, objectives, policies and priorities.
- Develop and implement safety and training programs for computer systems operating policies and procedures.
- Prepare time cards, overtime reports and work schedules.
- Assist in budget preparation and administration.
- Develop and manage data files and record keeping procedures and develop forms and content of recurring reports.

QUALIFICATIONS

Knowledge of:

- General principles and practices of electrical engineering, and data processing, including electrical circuits, AC/DC electrical power supplies, and supervisory controls.
- Modern methods and techniques used in maintaining and operating a wide variety of substation and central control systems, and communication equipment.
- Functional, operational and testing principles of solid-state electronics, solid-state and electro-mechanical controls, and real-time computer control systems.
- Computer programming related to real-time computer systems.
- Principles of supervision, training and performance evaluation.
- Fourth generation programming languages.

Ability to:

- Perform, check and supervise implementation of station and central control projects.
- Communicate and coordinate closely with utility personnel.
- Supervise, train and evaluate technical subordinates.
- Operate and manage the SCADA system to reflect the current condition of the utility systems.
- Communicate clearly and concisely, orally and in writing.
- Work under emergency conditions, day or night, and be willing to work when called anytime during a 24-hour period.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to an Associate of Science degree with major course work in computer science, electricity and electronics.

Experience: At least five year's experience with an emphasis in programming, operation and maintenance of computer systems, supervisory control, data acquisition, and communication systems.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: SCADA System Supervisor

TO: Electric Operations Manager

